

Noted - File
52

MEMORANDUM OF RECORD

5 June 1947

(11 B 2)

FROM: Liaison -
SUBJECT: Name checks with FBI

Today and the writer held a conference with Messrs. Fitch, Moore, Griffe, Ames and Cartright. Mr. Fitch is believed to be an Administrative Liaison; Messrs. Moore and Griffe are agents, who, in addition to other duties, analyze files and cases and process ~~only~~ requests; and Messrs. Ames and Cartright are Supervisors in the Records Division, actually responsible for the searching of records.

acting in Liaison capacity

We reminded the FBI representatives of the following:

1. An agreement had been reached between FBI and CIG whereby approximately 10 priority requests would be handled by F on a 24 to 36 hour basis.
2. That approximately 150 routine requests would be reported back in one to two weeks.
3. That an estimated flow of returns from them is essential in order to effect the efficient operation of our Contacts Branch and that unless such returns can be relied upon, certain operations are completely stymied.
4. That at present we have a backlog of over 200 routine cases, a good portion of which are four to six weeks old; and seven to nine priority cases dating back to May 15, which have not been returned.
5. That it is highly desirable for us to process approximately 200 routine cases per week, to be returned within one to two weeks, and about 15 priority cases per week, to be returned within 24 to 36 hours.

After some discussion it was agreed by them that this load could be handled and unless some further major assignment falls in the lap of FBI, they promise to process the cases in the time and of the number referred to in paragraph 5.

The entire conference was on a very congenial basis and we believe results will be highly satisfactory.

DOG	REV DATE	BY	TYPE	REV CLASS	AUTH	MM	YY
12	3/1	3/1	3/1	1	1	1	1
ORIG COMP	3/1	OPI	3/1	1	1	1	1
ORIG CLASS	1	PAGE	1	1	1	1	1
JUST	1	NEXT REV	1	1	1	1	1